



AGENDA
CITY OF LAPEER
LAPEER CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
JUNE 2, 2025
810-664-5231 * www.ci.lapeer.mi.us

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF JUNE 2, 2025, AGENDA

A. MINUTES:

1. Minutes of the regular meeting held May 19, 2025.

B. PUBLIC COMMENTS:

C. CONSENT AGENDA:

D. BILL LISTING:

1. Bill Listing for June 2, 2025.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for June 2, 2025, in the amount of \$257,577.29.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Budget Amendments FY2024/25.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the budget amendments for FY2024/25, as presented.

2. Letter of Intent – MI Neighborhood CDBG.

SUGGESTED MOTION:

Approve the City Manager to submit a letter of intent to apply for the Mi Neighborhood CDBG program.

H. CITY MANAGER'S REPORT:

1. Cupola Location.
2. Special Assessment District (SAD) Policy.
3. City Manager Contract Modifications.
4. Various matters.

I. CITY ATTORNEY'S REPORT:

1. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.

K. DEPARTMENTAL COMMUNICATIONS:

1. DDA Monthly Report.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

1. Commissioners.
2. City Manager.
3. Mayor.

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **WEDNESDAY, JUNE 11, 2025, Joint Meeting**

O. REMINDER OF PUBLIC HEARINGS: June 16, 2025, DDA Development/TIF Plan Renewal

ADJOURNMENT

MATERIAL TRANSMITTAL

Notice:

Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (810) 664-5231 or by email at clerk@ci.lapeer.mi.us at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
MAY 19, 2025**

A regular meeting of the Lapeer City Commission was held May 19, 2025, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

Commissioners: Atwood, Brady, Glisman, Petrie, Swindell.

Absent: None.

City Manager: Mike Womack, present.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

Police Chief Howe performed the swearing-in of Patrol Officer Daniel Horen.

90 2025 05-19 AGENDA APPROVAL

Moved by Glisman. Seconded by Swindell.

Approve the Agenda for May 19, 2025, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

91 2025 05-19 MINUTES

Moved by Swindell. Seconded by Glisman.

Approve the minutes of the regular meeting held May 5, 2025, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Brad Haggadone, Lapeer County Commissioner, provided an update to the City Commission regarding the Lapeer County Board of Commissioners' proceedings.

James Alt, spoke about the DDA Development/TIF Plan public hearing.

Greg Wise, Metamora Township, spoke in honor of Sergeant C. Bonesteel.

Jacob LaRoy, Mayfield Township, spoke about the proposed budget.

Stephanie Hamilton, Lapeer Township, spoke about the proposed budget.

Melissa Petrie gave an invocation.

92 2025 05-19 CONSENT AGENDA

Moved by Brady. Seconded by Swindell.

Approve the consent agenda for May 19, 2025, as presented:

1. Special Event: Special Event: DDA Summer Concert Series, Thursdays, June 12 – August 21, 2025, Pocket Park, from 6:30 p.m. to 8:00 p.m.
2. Special Event: DDA Porchfest, Saturday, July 19, 2025, downtown Lapeer, from Noon to 6:00 p.m.
3. Special Event: DDA Sidewalk Sale, Friday, July 25, 2025, from 11:00 a.m. – 6:00 p.m. and Saturday, July 26, 2025, from 10:00 a.m. – 5:00 p.m. downtown Lapeer.
4. Special Event: Lapeer Optimist Club, Nightmare on Nepessing, Saturday, October 11, 2025, from 6:00 p.m. – 1:00 a.m. downtown Lapeer.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

93 2025 05-19 BILL LISTING

Moved by Swindell. Seconded by Glisman.

Approve the bill listing for May 19, 2025, in the amount of \$475,835.36.

ON A ROLL CALL VOTE.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS AND RESOLUTIONS:

94 2025 05-19 PROCLAMATION – SERGEANT CHARLES BONESTEEL

Moved by Swindell. Seconded by Glisman.

Adopt the proclamation in recognition of Sergeant Charles Bonesteel, as presented.

**CITY OF LAPEER
Proclamation
In Recognition of Charles Bonesteel**

WHEREAS, Officer Charles Bonesteel, officially began his career with the City of Lapeer Police Department on July 11, 1991, as Police Reserve Officer; he rose through the ranks to be promoted to Patrolman in 1993; and Patrolman I in 1998; and, then promoted to Police Sergeant in 2002; promoted to Sergeant II in 2008; and was again promoted to Sergeant III in 2015; and

WHEREAS, Sergeant Bonesteel, while performing his duties serving the citizens of the City of Lapeer, has received the Lapeer City Police Award of Merit (2019); Lapeer City Police Department Officer of the Year (2024), as well as letters of thank you and of appreciation for his efforts; all while safeguarding life and the innocent in the City of Lapeer; and

WHEREAS, Sergeant Bonesteel has devoted his time and effort to training and education which includes Emergency Management, National Fire Academy, Police Update III – EVO, Basic TAC, and many other In-Service Training sessions; and

WHEREAS, Sergeant Bonesteel has brought a vast range of skills and expertise in the aspects of police administration and a wealth of experience from proudly serving this community for over 32 years; and

WHEREAS, Sergeant Bonesteel will retire on May 29, 2025, after having given conscientious, responsible, and professional service to the citizens of the City of Lapeer and leaves those in the City of Lapeer proud to have known him and to have served with him.

THEREFORE, LET IT BE KNOWN, that I, Mayor Debbie Marquardt, and the Lapeer City Commission wish to honor and express deep appreciation to **Charles Bonesteel** for his efforts and devotion to public service and wish him continued success in his retirement.

Dated the 19th day of May 2025.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

95 2025 05-19 FY2025-2026 BUDGET – PUBLIC HEARING

Mayor Marquardt opening the public hearing at 6:52 p.m.

There being no comments from the public, the public hearing was closed at 6:53 p.m.

Moved by Swindell. Seconded by Atwood.

Adopt the Budget Resolution of the City of Lapeer for the Fiscal Year 2025-2026 and make appropriations therefore, and the first year of the proposed Capital Improvement Program FY2025-2026 through FY 2030-2031.

**RESOLUTION #2025-09
GENERAL APPROPRIATIONS ACT**

**RESOLUTION TO ADOPT THE BUDGET
OF THE CITY OF LAPEER FOR THE
FISCAL YEAR JULY 1, 2025, TO JUNE 30, 2026
AND TO MAKE APPROPRIATIONS THEREFORE**

WHEREAS, the City Charter requires: That the City Manager submit a budget proposal with his recommendation to the City Commission; that a public hearing be held on said budget proposal; that the City Commission by resolution adopt a budget for the ensuing fiscal year, making an appropriation of the money needed therefore, and designating the sum to be raised by taxation; and

WHEREAS, the Manager has submitted said budget and recommendations along with the proposed tax millage to be levied and a public hearing has been held thereon:

NOW, THEREFORE, BE IT RESOLVED as provided in the City Charter, and in conformity to Public Act 621 of 1978, the Uniform Budgeting and Accounting Act, that the budgets attached hereto and made a part hereof by reference are hereby considered and adopted, to be administered on fund level, as the budgets of the City of Lapeer to cover the operations and expenditures thereof for the fiscal year July 1, 2025, to June 30, 2026.

BE IT FURTHER RESOLVED that in addition to the levy of a City Income Tax in accordance with the State's Uniform City Income Tax Act, the sum of \$3,601,000 be raised by taxation from

the levy of 9.8000 mills on the ad Valorum tax roll and 4.9000 mills on the IFT tax roll for operations on the assessed value of all real and personal property in the City as follows:

General Operation.....	9.8000 mills	\$3,590,000
General Operation.....	4.9000 mills	\$ 11,000

BE IT FURTHER RESOLVED, the City Manager be authorized to transfer necessary amounts between activities (departments) within a fund and up to \$5,000 between funds.

BE IT FURTHER RESOLVED, a copy of this budget resolution be furnished to the City Assessor, who together with the City Treasurer, shall then proceed to assess and collect the taxes in accordance with the City Charter and State Statutes.

ON A ROLL CALL VOTE:

Ayes: Brady, Glisman, Swindell, Atwood.

Nays: Petrie.

MOTION CARRIED 4-1.

ADMINISTRATIVE REPORTS:

96 2025 05-19 2025 CITY OF LAPEER FEE SCHEDULE

Moved by Swindell. Seconded by Petrie.

Adopt the City of Lapeer Fee Schedule, effective July 1, 2025, as presented.

ON A ROLL CALL VOTE.

Ayes: Glisman, Petrie, Swindell, Atwood, Brady.

Nays: None.

MOTION CARRIED.

97 2025 05-19 2025-26 DOWNTOWN DEVELOPMENT AUTHORITY
OPERATING BUDGET

Moved by Swindell. Seconded by Glisman.

Adopt the 2025-26 Downtown Development Authority Operating Budget, as presented.

ON A ROLL CALL VOTE.

Ayes: Petrie, Swindell, Atwood, Brady, Glisman.

Nays: None.

MOTION CARRIED.

98 2025 05-19 2025-26 COMPONENT UNIT BUDGET AND 2024-25
AMENDMENTS

Moved by Swindell. Seconded by Atwood.

Adopt the 2025-26 budgets for the Local Development Finance Authority; Brownfield Redevelopment Authority; Tax Increment Finance Authority's 1, 2, and 3; Tax Increment Finance Authority Trust; Economic Development Corporation and the current year budget amendments.

ON A ROLL CALL VOTE.

Ayes: Swindell, Atwood, Glisman.

Nays: Brady, Petrie.

MOTION CARRIED 3-2.

99 2025 05-19 DELINQUENT 2017 SPECIAL ASSESSMENTS

Moved by Swindell. Seconded by Atwood.

Approve adding the delinquent 2017 Special Assessments to the 2025 Summer Tax Roll.

ON A ROLL CALL VOTE.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

100 2025 05-19 ENGINEERING FOR DEMOLITION – 18 E. NEPESSING

Moved by Swindell. Seconded by Atwood.

Approve the proposal with WSP for a Due Care Plan, Demolition Cost Estimate, and Conceptual Rendering for 18 E. Nepessing, for an amount not to exceed \$21,207.70, and authorize the Director of Housing and Neighborhood Development or City Manager to sign the necessary documents.

ON A ROLL CALL VOTE.

Ayes: Brady, Glisman, Swindell, Atwood.

Nays: Petrie.

MOTION CARRIED 4-1.

**101 2025 05-19 SET PUBLIC HEARING – DDA DEVELOPMENT/TIF PLAN
RENEWAL**

Moved by Swindell. Seconded by Brady.

Approve setting a public hearing on Monday, June 16, 2025, at 6:30 p.m. or as soon thereafter as may be heard regarding the renewal of the Downtown Development Authority's 10-year Development and TIF Plan.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

CITY MANAGER'S REPORT

City Manager Womack requested to go into a closed session to discuss his annual performance evaluations at the end of the regular meeting.

102 2025 05-19 CLOSED SESSION – CITY MANAGER ANNUAL EVALUATION

Moved by Petrie. Seconded by Brady.

To enter a closed session at the conclusion of the regular meeting to discuss City Manager Womack's annual evaluation.

ON A ROLL CALL VOTE.

Ayes: Glisman, Petrie, Swindell, Atwood, Brady.

Nays: None.

MOTION CARRIED.

City Manager Womack commented that a citizen survey is planned to go out with the summer tax bills. There will be a QR code to access the survey, for those who prefer a physical format, paper copies of the survey will also be made available. He has circulated a draft ordinance related to bicycle and invites Commissioners to review and provide feedback or suggestions regarding such.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

None.

DEPARTMENTAL REPORTS

The Monthly Departmental Reports were received into the record.

PUBLIC COMMENTS

None.

MAYOR/COMMISSIONER COMMENTS

Commissioner Glisman: Last week was Police Week and thanked all the officers for their bravery and service. On May 9, 2025, she joined the Daughters of the American Revolution Nipissing Chapter at the Lapeer Veterans Memorial Park, for a dedication of a memorial plaque commemorating revolutionary war patriots, four of which are buried in Lapeer. Soon, hopes to introduce the Lilac Project to the staff and community.

Commissioner Petrie: Thanked City staff for their hard work. Condolences and prayers to Theresa Spencer, who lost her husband on May 7, 2025, explaining the Nolan family has had a lot of loss recently.

Commissioner Swindell: The budget has passed; thanked everyone who worked so hard on it; it was a challenge; got it to the finish line.

Commissioner Atwood: Thanked City staff for all their hard work, as well as board members and volunteers who put in a lot of hours. Was able to go with MML staff to tour the Upper Peninsula visiting many other elected officials. Attended the Flint River Watershed clean up this past weekend. Connecting Entrepreneurial Communities (CEC) is coming up next week, make sure to register.

City Manager Womack: Celebrating several birthdays this month. His friend Fitz is doing well.

Mayor Marquardt: Read the list of local events. It was an honor and pleasure to attend the Daughters of the American Revolution event on May 9, 2025.

CLOSED SESSION

The Lapeer City Commission entered a closed session at 7:55 p.m. for the purpose of conducting a personnel evaluation. The Commission reconvened to the regular meeting at 9:04 p.m.

103 2025 05-19 ADJOURNMENT

Having no further business, the regular meeting was adjourned at 9:06 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: May 27, 2025
RE: Bill Listing – May 13, 2025, through May 26, 2025

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for May 13, 2025, through May 26, 2025, in the total amount of **\$257,577.29** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	June 2, 2025	Date Reviewed:	May 27, 2025
Consent:			
Administrative:		Reviewed By:	R. Sanchez, City Clerk
Public Hearing:			

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 05/13/2025 - 05/26/2025

Check Date	Check	Vendor Name	Amount
05/22/2025	3017(E)	DTE ENERGY	68,110.83
05/25/2025	3022(E)	US BANK	67,267.11
05/22/2025	2988(A)	BROGAN'S LAWN AND HOUSE CARE LLC	25,955.00
05/22/2025	3011(A)	SPICER GROUP	16,027.50
05/22/2025	2987(A)	ANDERSON PROCESS	8,363.64
05/25/2025	3023(E)	WEX BANK	6,736.89
05/22/2025	598979	BETTER BUY FLAG	6,672.42
05/22/2025	2996(A)	HAVILAND PRODUCTS COMPANY	5,282.25
05/22/2025	3016(E)	CITY OF LAPEER	4,005.76
05/22/2025	2992(A)	ETNA SUPPLY	3,610.00
05/22/2025	3001(A)	LEGACY ASSESSING SERVICES INC	3,400.00
05/22/2025	3012(A)	SZOTT FORD	2,531.34
05/22/2025	3014(A)	TIMECLOCK PLUS, LLC	2,309.57
05/22/2025	2998(A)	INSOURCE SOLUTIONS GROUP	2,164.00
05/22/2025	2990(A)	D & K TRUCK COMPANY INC.	2,111.11
05/22/2025	3004(A)	NATIONAL HOSE TESTING SPECIALTIES	2,084.00
05/22/2025	598980	CARQUEST OF LAPEER	1,962.40
05/22/2025	3002(A)	MACQUEEN EQUIPMENT, LLC	1,941.47
05/22/2025	3003(A)	MAUK, JODI	1,920.00
05/22/2025	3010(A)	SMITH, SHANNON	1,920.00
05/22/2025	598990	HOMER CONCRETE PRODUCTS	1,746.56
05/22/2025	599003	ULINE, INC.	1,170.40
05/22/2025	3020(E)	WINDSTREAM	1,138.55
05/22/2025	3008(A)	RIGHT TOUCH LANDSCAPING INC	1,100.00
05/22/2025	3013(A)	TAYLOR, SARAH	1,062.50
05/22/2025	599001	T. P. ISRAEL CO INC	1,020.00
05/22/2025	598981	CHARTER COMMUNICATIONS	1,000.00
05/22/2025	3015(A)	VIEW NEWSPAPERS	975.50
05/22/2025	598989	GREAT LAKES ENVIRONMENTAL TEST. LLC	900.00
05/22/2025	3009(A)	ROWE INC	892.50
05/25/2025	3021(E)	ISOLVED, INC.	879.05
05/22/2025	598995	MGS ELECTRIC INC.	840.00
05/22/2025	3000(A)	JOHNSON CONTROLS SEC. SOLUTIONS	802.00
05/22/2025	598976	AIMS GROUP	800.00
05/22/2025	599004	UNIFIRST CORPORATION	605.63
05/22/2025	2993(A)	EUROFINS ENVIRONMENT TESTING	595.00
05/22/2025	2991(A)	EASTERN OIL COMPANY	585.71
05/22/2025	2997(A)	HYDRO-CHEM SYSTEMS, INC	570.71
05/22/2025	599000	STATE OF MICHIGAN	531.00
05/22/2025	3007(A)	RICK RHEIN DISPOSAL	510.88
05/22/2025	598986	GOVERNMENT FORMS AND SUPPLIES	436.50
05/22/2025	3006(A)	PARAGON LABORATORIES, INC.	418.00
05/22/2025	2989(A)	D & D EXCAVATING OF LAPEER LLC	410.00
05/22/2025	598988	GRAINGER	375.93
05/22/2025	598975	ACTION MUNICIPAL SUPPLY, LLC	370.88

05/22/2025	3005(A)	NORTH CENTRAL LABS	310.86
05/22/2025	598982	COOLSYS LIGHT COMMERCIAL SOLUTIONS	281.00
05/22/2025	598994	MARCO TECHNOLOGIES, LLC	253.40
05/22/2025	598977	APPLE TREE RESTAURANT	250.00
05/22/2025	3018(E)	GRANITE TELECOMMUNICATIONS, LLC	242.03
05/22/2025	2995(A)	FLUSHING URGENT CARE PLC	200.00
05/22/2025	598991	INDUSTRIAL TECHNOLOGY SERVICES	200.00
05/22/2025	598998	ROBINSON, GAGE	195.56
05/22/2025	599006	VILLAGE PRINTING	172.00
05/22/2025	598978	ARNOLD'S AUTO WASH	164.00
05/22/2025	598984	DELYNN'S DESIGNS, INC	126.00
05/22/2025	599002	TRW LANDSCAPES LLC	110.00
05/22/2025	598985	ECKER MECHANICAL CONTRACTORS, INC	100.00
05/22/2025	598987	GOYETTE MECHANICAL	100.00
05/22/2025	598992	LAPEER AWNING & WINDOWS	100.00
05/22/2025	598997	MICHIGAN HEATING, COOLING & PLUMBIN	100.00
05/22/2025	598999	SQUANDA ELECTRIC, INC	100.00
05/22/2025	599005	VALLEY CITY SIGN	100.00
05/22/2025	2994(A)	FLINT WELDING SUPPLY CO	84.50
05/22/2025	2999(A)	ISOLVED, INC.	82.50
05/22/2025	598996	MICHIGAN CAT	60.93
05/22/2025	598983	CUMMINGHAM, TARA	50.00
05/22/2025	599007	WINEMAN, CHAD	50.00
05/22/2025	598993	LAPEER CO REGISTER OF DEEDS	30.00
05/22/2025	3019(E)	STATE OF MICHIGAN	1.92

TOTAL \$257,577.29

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: May 27, 2025
RE: Budget Amendment for FY2024/25

STAFF RECOMMENDATION

Recommend City Commission approve the attached budget amendment as presented.

CURRENT OR NEW INFORMATION

Attached is a budget amendment for FY24/25.

The FY25/26 budget submitted to the City Commission included these projections. It is recommended that the City Commission approve the attached budget amendment as presented.

If you have any questions or require further information, please advise.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date: June 2, 2025
Consent:
Administrative: X
Public Hearing:

Date Reviewed: May 27, 2025
Reviewed By: Romona Sanchez, City Clerk

BUDGET ADJUSTMENT
REQUEST FORM

FISCAL YEAR 2024/2025

TO: CITY MANAGER

The following budget adjustments are requested. **All Budget adjustments must be whole dollars. Negative numbers should be in parenthesis ().**

ACCOUNT #	ACCOUNT NAME	AMOUNT OF ADJUST.	REASON FOR ADJUSTMENT
101-336-675.010	Donations	4,900	100 Club grant for water rescue equipment
101-964-699.287	Transfer from Housing	10,000	Additional grant admin fees from Housing Fund
101-000-665.000	Interest on investment	14,550	Increase in investment income
	Increase in General Fund Revenue	<u>29,450</u>	
101-101-830.000	Conferences & Workshops	2,500	City Commission CAPCON
101-105-969.000	Liability Insurance	50	Liability insurance increase
101-336-976.999	Machinery & Equipment	4,900	Water rescue equipment - 100 Club Grant
101-690-701.000	Salary/Wages	10,000	Union contract increase
101-690-718.000	Retirement System	12,000	Union contract increase
	Increase in General Fund Expenditures	<u>29,450</u>	
287-690-524-001	MSHDA-Admin Federal	17,000	Increase in grant administrative revenue
287-690-540-001	MSHDA-NEP Admin Federal	5,000	Increase in grant administrative revenue
287-690-524.000	MSHDA - Grants Federal	(100,000)	Decrease in grant revenue
	Decrease in Housing Fund Revenue	<u>(78,000)</u>	
287-690-813.200	Homeowner Rehabilitation	(100,000)	Decrease in contributions of grant funds
287-966-995.101	Trans to General Fund	22,000	Contribution to General fund of grant admin fees (\$12,000 General fund previously amended + additional \$10,000 from an increase in grant administrative revenue)
	Decrease in Housing Fund Expenditures	<u>(78,000)</u>	
TOTAL NET AMOUNT		<u>-</u>	

Kelly Hanna, Director of Finance

Department Head Signature

TO: FINANCE DEPARTMENT

☒ The above indicated Budget Adjustments were approved by the City Commission at their Commission meeting. Please make the appropriate entries to reflect the approved amount.

Date _____ City Manager's Signature



MEMORANDUM

To: Mike Womack, City Manager, City Commission
From: James Alt, Executive Director – Lapeer Main Street DDA
Thomas LaMagna- Thomas LaMagna Enterprises
Date: May 28, 2025
RE: Letter of Intent – Mi Neighborhood CDBG

The City of Lapeer Downtown Development Authority has been working with Thomas LaMagna Enterprises on the redevelopment of The Old Opera House building located at 350 N. Court Street. The Mi Neighborhood CDBG (Community Development Block Grant) allows for the rehab of existing unoccupied rental units and underutilized spaces into residential units with-in mixed use buildings.

This grant would potentially assist with the opportunity of 7 rental units and would also require fire suppression be implemented in the units per code. This is an opportunity to make significant improvements and develop an underutilized signature building in our downtown. As such, we are requesting the following:

- Approval for the City Manager to submit a letter of intent to apply for the Mi Neighborhood CDBG program.
- *This is not a commitment for any grants, it is just a place holder that opens up the opportunity to apply for the CDBG Grant later this summer or early Fall.*

Project Description:

- Implementation of affordable housing on the 2nd or 3rd floor of 350 N Court St.
- Total Estimated project cost is \$1.8M, currently being designed.
- Total Potential Grant Funding for this project is \$700,000 (100k per unit).
- Plus 18% admin fees for city and third party (\$126k). We anticipate approximately 30% of the admin fee going to The City with the balance supporting third party admin expenses.
- If the projected were awarded a grant, grant management and program compliance would be completed by a 3rd party firm, funds and some oversight would need to be administered by the City of Lapeer. This would be covered by the 30% admin fee.
- The City Master Plan Downtown Chapter highlights the Opera House under Key Issues under an area for Historic Preservation.
- Implementing this opportunity would be upgrading an underutilized building and adding the safety of fire suppression to one of the oldest / largest buildings downtown.

AGENDA ITEM REVIEW

Meeting Date:	June 2, 2025	Date Reviewed:	May 28, 2025
Consent:			
Administrative:	X	Reviewed By:	R. Sanchez, City Clerk
Public Hearing:			



ITEM H-1

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: May 27, 2025
RE: Cupola Installation Location Discussion

STAFF RECOMMENDATION

To approve of a location on where to install the extra Cupola.

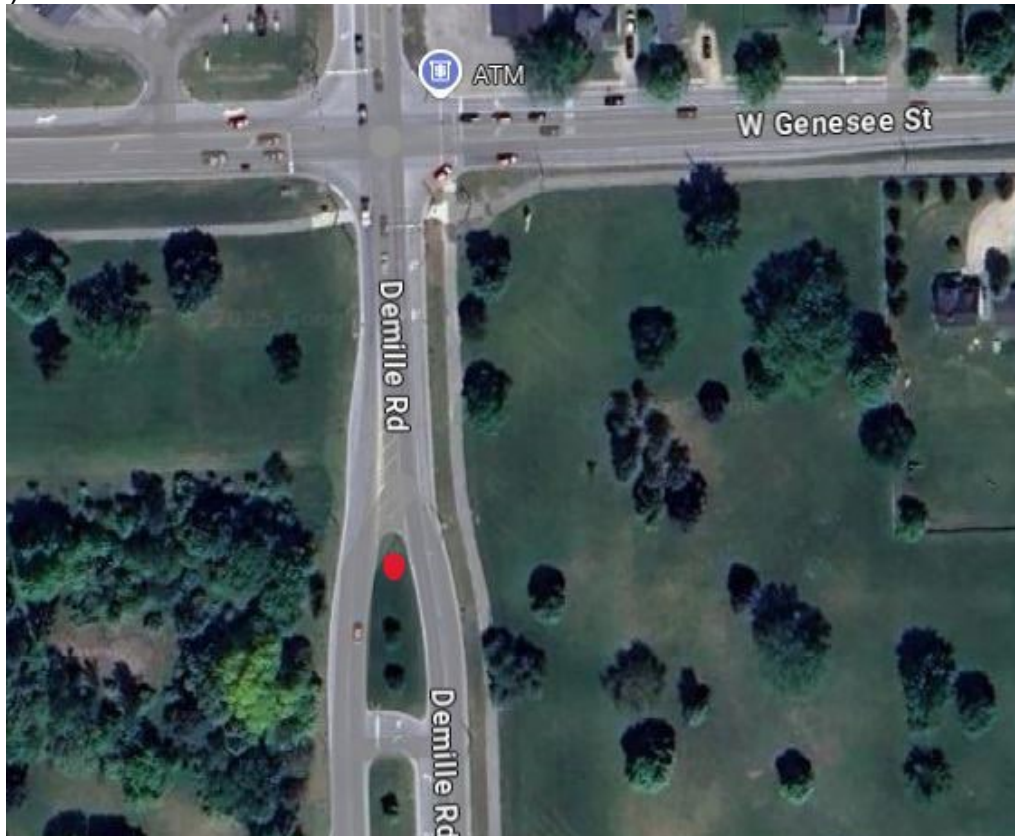
CURRENT OR NEW INFORMATION

At a recent budget meeting, there was discussion on where to install the extra Cupola. After hearing ideas and investigating each option, the parks department has a couple options to choose from:

Option 1 – Continue with the original plan of mounting the Cupola on the Oakdale Pavilion roof at an estimated cost of \$10,000.

Option 2 – Install the Cupola on one of the Demille Blvd. islands with a bordered flower bed. This would require the parks department to pour a concrete slab and plant a flower bed with perennials. The estimated cost to handle this in-house would not exceed \$1,000. Island location options:

- A. On the first island as you enter onto Demille Blvd. from W. Genesee St. (see red dot on map)



- B. On the island directly north of the Stonegate entrance just west of the pathway that splits the road (see red dot on map)



The parks department’s recommendation would be to go with Option 2A as we feel that it will serve as a gateway entrance to the Oakdale property.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	June 2, 2025	Date Reviewed:	May 27, 2025
Consent:		Reviewed By:	City Clerk’s Office
Administrative:	X		
Public Hearing:			

ITEM H-2



City Manager's Office
576 Liberty Park, Lapeer, MI 48446
Phone: 810-664-5231
Fax: 810-664-2610

May 27, 2025

City Commission,

The City has had a policy related to Special Assessments since at least 1989, that policy has been applied to numerous projects over the years, including some projects that property owners are still paying on. Special Assessments are covered in Chapter 64 of the City's Code of Ordinances and unfortunately have the potential to be politically unpopular and divisive. Despite the unpopularity of special assessments by those people being specially assessed, they remain a legal power of the City with a significant backing of case law by the Courts.

The City's policy indicates that benefitting residential property owners in developed districts on a local street will be assessed 30% of the cost of the street construction or 15% if a major street. Benefitting commercial or industrial property owners would be expected to pay for 90-100% of the street construction.

Presently, the City's staff are obligated to follow the policy as it is written and that would include special assessments for anticipated projects on First Street, Second Street, Nepessing St., Park Street and Pine Street in the next two years. We also have two neighborhoods which did not receive their final asphalt top-coats as part of their development, this policy would apply to them as currently written.

The City's staff need direction from the Commission on how they want this issue to be addressed. Special assessments are not popular, but staff are obligated to follow a policy that has been in place since 1989. Furthermore, the Special Assessment policy allows the City to complete 15-30% more road construction, without it the City would complete 15-30% less road work due to having that much less funding available. While the City has recently increased its work towards addressing problematic roads, we are spending more money than we are bringing in and we do not really have a feasible long-term solution at the local level under current circumstances for continued road repaving.

The messaging that I have received from the Commission is that they desire to fix more roads and staff have developed an aggressive plan to do just that. In fact, the Commission has just recently authorized the development of a road study to help develop a 10-year plan for addressing our roads. But staff need to understand the Commission's

ITEM H-2

balance between completing more road repaving and reconstruction and the imposition of the special assessments that are required under the policy.

As a starting point for discussion, I would recommend the following:

1. That we modify existing SAD policy to reduce the cost of replacing existing public improvements in developed districts from the current

- a. Benefiting Property Owner (Residentially Zoned – Local Street) ** = 30%
- b. Benefiting Property Owner (Residentially Zoned – Major Street) ** = 15%
- c. Benefiting Property Owner (Industrially/Commercially Zoned) = 100%/90%

to

- a. Benefiting Property Owner (Residentially Zoned – Local Street) ** = 15%
- b. Benefiting Property Owner (Residentially Zoned – Major Street) ** = 7.5%
- c. Benefiting Property Owner (Industrially/Commercially Zoned) = 100%/90%

2. That we impose a maximum payment cap on all residentially zoned properties to a maximum of \$365/year.
3. That the City shall allocate \$100,000 from funds obtained from Marihuana excise taxes and licensing fees each year to the local streets fund. Said funds to be used to charge off the initial overall road construction estimate for any project that would impose a Special Assessment against residentially zoned properties.
 - a. For Example: A \$500,000 road project minus \$100,000 from marihuana excise taxes is now a \$400,000 project and the property owners are then responsible for the remaining \$400,000 based upon the percentages listed above.
 - b. Whether we restrict that \$100k into the local street funds or not, anything over \$100k restricted could just be used for any other local roads costs.

One thing that we should keep in mind is that there is a cost to the significant staff time that is necessary to obtain a special assessment and there is a cost to the negative citizen feelings created by the imposition of a special assessment, regardless of how “reasonable” it might be. In other words, we should exercise caution in reducing the money obtained through a special assessment to zero while still imposing the work and causing negative feelings with the citizens.

Two other things that I think we should strongly consider in the future are a continued transfer of some amount of money from the marihuana funding into local streets on a yearly basis, whether part of this policy or not, as we have a significant amount of local streets that need to be addressed and we may wish to consider asking the public for a roads millage to address the next 10 years’ worth of road construction.

Mike Womack

City of Lapeer
City Manager
810-245-4202

ITEM H-2

mwomack@ci.lapeer.mi.us



ITEM J-1

To: Mayor and City Commission
Date: May 27, 2025
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
County Center Board	Vacancy	Jan 1, 2026	1 Year		Awaiting Recommendation
EDC/TIFA/ Brownfield Redevelopment Authority	Vacancy	Mar 1, 2031	6 Year		Awaiting Recommendation
Local Finance Development Authority	Vacancy	Aug 1, 2027	4 Year		Awaiting Recommendation

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Board of Review	Vacancy - Alternate	Jan 1, 2026	3 Year		Awaiting Recommendation
Lapeer Building Authority	Vacancy	Jun 1, 2027	3 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2028	3 Year		Awaiting Recommendation
Zoning Board of Appeals	Vacancy – Alternate Vacancy – Alternate	Apr 1, 2027 Apr 1, 2028	3 Year		Awaiting Recommendation

The following residents have applied to a Board or Commission:

Board/Commission: _____ Name: _____ Date Application Submitted: _____

Resignation:

Local Development
Finance Authority

Denis McCarthy

May 6, 2025

SUGGESTED MOTION:

Accept the resignation of Denis McCarthy from the Local Development Finance Authority and declare the seat vacant.

AGENDA ITEM REVIEW

Meeting Date: June 2, 2025

Date Reviewed: May 27 2025

Reviewed By: City Clerk's Office



STATE OF MICHIGAN

DENIS J. MCCARTHY
PROBATE JUDGE

The Probate Court County of Lapeer

255 CLAY STREET
LAPEER, MICHIGAN 48446
TELEPHONE (810) 667-0261
FAX (810) 667-0271



COUNTY OF LAPEER

MALINDA ALLEN
PROBATE REGISTER

May 6, 2025

Sam Moore
Lapeer Economic Development Corporation
449 McCormick Drive
Lapeer, MI 48446

Dear Sam:

Please accept this letter of resignation for my position on the LDFA. It was truly a pleasure being part of the board and being associated with such fine people

Thank you!

Very truly yours,

Denis J. McCarthy

DJM/cas



Downtown Development Authority

May 21, 2025

"Alone we can do so little; together we can do so much." — Helen Keller

Thriving communities are built when neighbors support neighbors, businesses collaborate with vision, and public and private hands work together to shape a stronger future

Lapeer Main Street DDA.

- Lapeer Downtown Development Authority
 - The Public Hearing for the renewal of the DDA's Development and TIF Plan will take place on Monday, June 16, 2025 at 6:30pm prior to the City Commission Meeting. Notices have been sent out and public notices have been posted for this meeting.
- Michigan Main Street Program/Michigan Downtown Association
 - Michigan Main Street
 1. This years' service through Michigan Main Street is our Strategic Plan service, Catherine and I met with Michigan Main Street and their partner for this service, Giffels Webster, earlier this month to discuss this service. This service will start being implemented in June and include:
 1. **A DDA Board workshop on June 25th. This workshop will last about 4 hours, taking place between 4:00pm – 8:00pm**
 2. 3 focus group sessions taking place throughout the day on June 25th. These focus groups will include:
 - Elected and Appointed Officials
 - Business/Property Owners
 - Teens/Young Adults
 3. Prior to the June 25th Workshop a survey will be launched in early June to be completed by residents and the community. The aim is to have this survey completed by June 11th.
 2. June 26 & 27 is the Michigan Main Street workshop in Coldwater. This workshop will focus on Historic Preservation. June 26th is director only training and June 27th is open to board members and volunteers. There is a networking event and dinner on the 26th that is open to board members as well. There is no cost for the workshop, however expenses would be:
 1. \$179 + taxes and fees a night for hotel
 2. Mileage = approximately \$203 per vehicle
 3. Overall costs would be approximately \$1200 for DDA Staff and 1 board member to attend.
 3. **Upcoming Main Street Dates:**
 1. June 26 & 27 – Main Street Summer Workshop in Coldwater, Michigan
 2. September 29 & 30 – Main Street Fall Directors training.
 3. April 12 – 16, 2026 – Main Street NOW, Tulsa Oklahoma.
 - Michigan Downtown Association
 1. The Executive Director of the MDA – Dana Walker, and I spent the Day in Lansing on May 6, meeting with multiple State Legislators. The purpose of this meeting was to discuss the proposed North Star Bill. This bill would create a 100+ person committee who would be tasked with creating a 10-year strategic Plan for the MEDC. The bill as drafted excluded Downtown Representation on the committee. After meetings, including with House and Senate Leadership, the MDA has been added to the list to include a representative on the committee for the North Star Bill.

2. The MDA's summer conference is in Traverse City, Jill and I are registered for this conference. It will take place on June 4th and 5th
 3. June 10th I am attending and presenting with Leigh Young from Michigan Main Street at the Small Town and Rural Communities conference at Crystal Mountain through the Michigan Economic Developers Association of Michigan. Hotel expenses for this conference is \$205 including all fees
- Connecting Entrepreneurial Communities:
 - Registration for the CEC Conference in Lapeer is now open. Registration is required for attendees, cost is \$150.
We currently have about 98 people registered for the conference.
 - We are in need of a few volunteers for the conference. These volunteers would serve as ambassadors around the downtown area and also help introduce the breakout sessions in the storefronts. Volunteers will receive a Historic Lapeer T-shirt.
 - The conference will be taking place on May 29 & 30. You can register for the conference here:
<https://msu-prod.dotcms.cloud/cec/CECregister>

Business Development - Economic Vitality

- Business Recruitment/Retention and Support
 - The Business Development Committee did not meet in May.
 - We are continuing and close to completion of the downtown directory. Maps will be completed to include in the bags for the CEC Conference. The directory will likely be completed and available in early June.
 - a. Current Empty storefronts and available properties include:
 1. 18 E. Nepessing St. – City Owned property – Empty, not currently for sale
 2. 350 N. Court Street – 2nd/3rd Floor office space available
 3. 606 N. Saginaw Street – multiple units
 4. 10 E. Nepessing St. – Previously Flannagan's
 5. 114 Park Street – Located next to the Chamber and Holiday Depot
 6. 324 W. Nepessing Street – Under new ownership
 7. 404 W. Nepessing Street – Previously Tech Smart – The property owners are currently exploring options for the space.
 8. 306 Genesee St. – In front of Gerlach's Bowling Center
 - b. Businesses Opening
 - i. 240 W. Nepessing St. – Grace and Butter Bakery
- Outreach and Communications
 - The City has been meeting with Developers to discuss an updated proposal for the White Jr. High Property. I have been able to join them for some of these meetings as the City Prepares to make updates to the RFQ package and relaunch the package in hopes of attracting a developer.
 - The City Manager and myself have met with the County Administrator multiple times recently to talk about partnerships, looking at parking options and most recently looking at the old Register of Deeds building. The hope is that by working together we can create a strong development project for the old Register of Deeds building.
 - I have had several meetings with LaMagna Enterprises to discuss multiple projects including the LaMagna Lofts project and the Opera House building. Conversations have centered around partnerships with the City, the DDA, MEDC, and MSHDA, putting together a competitive capital stack that can help these projects move forward.

Placemaking - Design:

- The placemaking committee in May to review the application submitted for the Michigan Main Street Vibrancy Grant., The application submitted includes:

- History Walk Plaques
- Cigarette “voting boxes”
- Bike Racks x 2.
- Santa’s Phone Booth – a way for visitors to hear stories from Santa in a British style call box.
- An additional Community Painting mural
- Fund development and Event planning software package called See My Legacy. The software can also help put together walking tours and volunteer and donor recognition programs.
- The estimated cost for this year’s vibrancy grant would be \$17,250. The Vibrancy Grant would award up to \$15,000 and requires a 10% minimum match from the DDA.

Outreach – Organization & Promo and Marketing:

- The Outreach Committee did not meet in May. I did meet with a volunteer who is interested in taking part in this committee, once we have meeting dates and times scheduled.
- DDA Online (social media, Website)
 - Social Media – February saw increase/improvements in Instagram interactions and decreases in Facebook interactions.
 - Facebook
 - Followers = 7.5K followers on Facebook
 - Views = 80,896 in the last 28 days
 - Reach = 25,153
 - 24 New Followers in the last 28 days
 - Instagram
 - Followers = 1172
 - Reach = 684 in the last 28 days
 - 9 New Followers in the last 28 days.

Special Events:

- May was a busy month with the start of events in the downtown area. I was able to schedule my yearly “sales demonstration” just right so that we could use data from some May Events.
 - The May 12 Car Cruise had 1.1K unique visitors = 38% increase over same day last year
 - The May 12 Food Truck Festival had 1.2K unique visitors = 4.8% increase over the same day last year
 - The Food Truck Festival and Car cruise were measured separately, talking with Placer A.I. we estimate that with overlap there was likely about 1.6K visitors to the downtown on May 12
 - May 9 – Ladies Night Out, Historic Downtown Lapeer had 4.4K unique visitors = 50.3% increase over the same day last year.
- For a comparison, Saturday, May 10 there were no events in Historic Downtown Lapeer, but it was hopping downtown.
 - May 10 had 3.5K unique visitors, which is about equal to the year before, indicating a strong attraction on Saturdays.
 - Multiple businesses that I spoke with indicated Saturday sales were equal to, or better than Friday’s sales during Ladies Night Out.

Partnerships:

- **Lapeer Main Street Inc.** Due to packed schedules we have not had time to meet with Choice One Bank to discuss increasing the line of credit for Lapeer Main Street Inc. We hope to get this on the schedule for June.

Administrative:

- *No updates at this time.*

James Alt
 Lapeer DDA Executive Director,
 810-728-6598
james@lapeerdda.com

CITY OF LAPEER, 576 LIBERTY PARK, LAPEER, LAPEER COUNTY, MICHIGAN 48446

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2025 MEETING DATES

In accordance with the Open Meetings Act, MCL 15.261 et. Seq., notice is hereby given that every meeting of the City Council, Boards, Authorities and Commissions of the City of Lapeer shall be open to the public. Notice is further given that the following City Council, Boards, Authorities and Commissions are regular meeting dates for 2024. A public notice of each special or rescheduled meeting will be posted at least 18 hours prior to the time of the meeting.

<u>Board/Commission</u>	<u>Location</u>	<u>Time</u>	January	February	March	April	May	June	July	August	September	October	November	December
City Commission 1st & 3rd Monday of each Month	Commission Chambers	6:30 P.M.	6, 21	3, 18	3, 17	7, 21	5, 19	2, 16	7, 21	4, 18	2, 15	6, 20	3, 17	1, 15
Cemetery Board 3rd Thursday of October	Mt. Hope Cemetery Building	2:00 P.M.	--	--	--	--	--	--	--	--	--	16	--	--
Downtown Development Authority 4th Wednesday of each Month	City Hall - 2nd Floor Conference Room	8:00 A.M.	22	26	26	23	28	25	23	27	24	22	26	24
Economic Development Corp (EDC) & Tax Increment Finance Auth (TIFA) 2nd Wednesday as Needed	City Hall - 2nd Floor Conference Room	8:00 A.M.	8	12	12	9	14	11	9	13	10	8	12	10
Housing Commission 3rd Thursday of each Month	City Hall - 2nd Floor Conference Room	4:00 P.M.	16	20	20	17	15	19	17	21	18	16	20	18
Local Development Finance Authority (LDFA) 1st Tuesday March/June/Sept/Dec As Needed	City Hall - 2nd Floor Conference Room	8:00 A.M.			4			3			2			2
Park Board 1st Wednesday in November	Commission Chambers	6:30 P.M.	--	--	--	--	--	--	--	--	--	--	5	--
Planning Commission 2nd Thursday of each Month	Commission Chambers	6:30 P.M.	9	13	13	10	8	12	10	14	11	9	13	11
Zoning Board of Appeals 4th Monday of each Month	Commission Chambers	6:30 P.M.	27	24	24	28	26	23	28	25	22	27	24	22

Address of the above locations are as follows:

Commission Chambers City Hall, 576 Liberty Park
City Hall - 2nd Floor
Conference Room City Hall, 576 Liberty Park
Mt. Hope Cemetery 1230 Park Street

Romona Sanchez, CMC, MiPMCIII
City Clerk

City of Lapeer
576 Liberty Park, Lapeer
Lapeer County, Michigan 48446
(810) 664-5231



MAT. TRANS.

To: City Commission
Date: May 27, 2025
RE: Material Transmittals

1. Lapeer Housing Commission April 22, 2025, Minutes.

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
APRIL 22, 2025**

A regular meeting of Lapeer Housing Commission/Lapeer Riverview Towers, LLC was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Tuesday, April 22, 2025 at 10:09 a.m.

Members Present: Chair Jim Mikus and Commissioners Lisa Lie and Brad Chayka.

Members Absent: Vice Chair Kerri Roberts and Commissioner Robin Chesnutt.

Also Present: Executive Director Denise Soldenski, Housing Grant Administrator Shelley Lincoln and Housing Manager Janelle Jackson

Chair Mikus called the meeting to order at 10:09 a.m.

MINUTES

It was moved by Commissioner Lie and supported by Commissioner Chayka to approve the minutes of the meeting held on March 20, 2025.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

AGENDA AMENDMENT

It was moved by Commissioner Lie and supported by Commissioner Chayka to add agenda Item H.1.c.3. Rental Assistance Demonstration Close-Out Resolution #187-2025.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

It was moved by Commissioner Lie and supported by Commissioner Chayka to approve the Monthly Financial Report as presented.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Housing Manager Jackson reviewed additional checks submitted for payment approval. It was moved by Commissioner Lie and supported by Commissioner Chayka to ratify the monthly bills paid as follows: 1) Riverview Towers LLC Checking; 2) Riverview Towers LLC Reserve for Replacements; 3) Housing Choice Voucher – Monthly Landlord Payments; 4) Housing choice Voucher; and 5) Contractor Payments as presented.

Yeas: Commissioners Mikus, Lie and Chayka.
Nays: None.
Absent: Commissioners Roberts and Chesnutt.
MOTION CARRIED.

RIVERVIEW TOWERS

Housing Manager Jackson reported the tenants held a Spring party and are making plans for a Cinco de Mayo party.

COMMISSIONER COMMENTS

There were no comments from the Commissioners.

STAFF REPORTS

Executive Director

HAI Property & Liability Insurance Carrier Ratification

Soldenski updated the commission on HIA property and liability insurance premium cost and deductible amounts.

It was moved by Commissioner Lie and supported by Commissioner Chayka to ratify the decision to switch insurance carriers for LHC/LRT property and liability insurance and bind with HAI effective April 15, 2025.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

2025 HUD Incomed Limits

It was moved by Commissioner Chayka and supported by Commissioner Lie to approve the 2025 HUD Income Limits for HCV/PBV effective April 22, 2025.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

Resolution #187-2025 – RAD Close-Out

Soldenski updated the board on the need to close-out the Rental Assistance Demonstration Public Housing Annual Contributions Contract and stated the Riverview Towers maintenance garage has been removed from the public housing property.

It was moved by Commissioner Lie and supported by Commissioner Chayka to adopt Resolution #187-2025 as follows:

RESOLUTION #187-2025
For Rental Assistance Demonstration Close-Out of
Public Housing Annual Contributions Contract

WHEREAS, Lapeer Housing Commission, established by City of Lapeer, Ordinance Ch.2 Article VI, is the Public Housing Authority that administers Housing Choice Vouchers (HCV) within the City of Lapeer, and Project Based Vouchers (PBV) at Lapeer Riverview Towers, LLC (LRT), a senior, income-based apartment building also within the City of Lapeer; and the LHC is the sole member of the Lapeer Riverview Towers LLC, the owner/management agency of Riverview Towers; and

WHEREAS, the Lapeer Housing Commission completed a Rental Assistance Demonstration (RAD) Conversion with a closing date of 8/4/2016, and converted 60 units of Public Housing units to Project Based Vouchers (PBV) with a Housing Assistance Payment (HAP) contract beginning 9/1/2016; and

WHEREAS, a part of the final close-out process to terminate the Public Housing Annual Contributions Contract (ACC) requires the Board to certify via resolution the following:

1. MI100, Lapeer Housing Commission (LHC), is requesting HUD to fully close-out its Annual Contributions Contract for the Public Housing program.
2. A completed HUD form 5837 will be submitted to HUD along with this resolution.
3. The close-out process was completed by LHC in compliance with PIH Notice 2019-13, as well as all RAD Conversion requirements for Project Based Vouchers (PBV).
4. After the closing of the RAD project to PBV, the LHC retains no real or personal public housing property. RAD closing date of 8/4/2016, documents recorded on 8/10/2016 and PBV Housing Assistance Payment (HAP) Contract beginning 9/1/2016.
5. There are no outstanding litigation claims, audits, debt obligations or civil rights matters; and
6. There are adequate assurances in place to ensure compliance with prior HUD approvals, where applicable; and

WHEREAS, the Detroit HUD Field Office as of 1/22/25 has confirmed via HUD systems that MI100's last audit for FYE 6/30/2024 showed no public housing reserves, MI100 has no building/units in PIC, MI100 CFP grants are closed, and MI100 has no funds available in LOCCs; and

WHEREAS, Lapeer Housing Commission has also obtained a Legal Opinion from the PHA's and local jurisdictions attorney supporting this board resolution and confirming compliance with PIH Notice 2019-13; and

WHEREAS, the upon receipt of completed HUD5837, this adopted Resolution 187-2025, and the associated Legal Opinion; the Detroit HUD Field Office will notify HUD Headquarters of this request to terminate the ACC and will coordinate the necessary system updates;

THEREFORE, BE IT RESOLVED that Lapeer Housing Commission, MI100, approves a request to HUD to close out the Public Housing Annual Contributions Contract as a result of the 2016 RAD Conversion to PBV, certifies that PIH Notice 2019-13 has been complied with for close-out process, that MI100 retains no real

or personal public housing property; MI100 has no outstanding litigation claims, audits, debt obligations or civil rights matters; and there are adequate assurances in place to ensure compliance with prior HUD approvals, where applicable. LHC also acknowledges a Legal Opinion has been established which supports this Resolution 187-2025 and compliance with PIH Notice 2019-13.

Yeas: Commissioners Mikus, Lie and Chayka.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED AND RESOLUTION DECLARED ADOPTED.

Soldenski updated the commission on legislative updates to Equal Opportunity and Fair Housing policies and recommended not to enroll in the autopay option for the Granite phone lines. It was the consensus of the commission not to enroll in autopay for the Granite phone line bills.

ADJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 10:24 A.M. **MEETING ADJOURNED.**

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman